

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT

06/30/2005

Revised

CLASSIFICATION SPECIFICATION

TITLE: BUILDING INSPECTOR I & II

DEFINITION

Under general supervision, to inspect and evaluate residential, commercial, and industrial electrical, plumbing, mechanical, and building systems for compliance and conformance with applicable codes and regulations; to assist in plan checking; to provide information at the public counter; to enforce codes; and to perform related duties as required.

REPORTS TO: Senior Building Inspector

DISTINGUISHING CHARACTERISTICS

Building Inspector I: This is the entry level class in the building inspection series. Incumbents of this class perform the more routine inspection work that does not require previous specialized building inspection experience. Under this training concept, positions assigned to the class of Building Inspector II which become vacant may reasonably be filled at the Building Inspector I level.

Building Inspector II: Positions in this class are normally filled by advancement from the lower class of Building Inspector I, or, when filled at the Inspector II level, requires prior building inspection work experience. Appointment to this higher class requires that the employee be performing substantially the full range of duties for this class and meet the qualification standards for the class. A Building Inspector II works under general supervision and is expected to perform the entire range of field inspection work requiring a complete knowledge of the applicable local, state and national regulatory codes and standards. Work in this class is distinguished from that of the Building Inspector I by the greater complexity of the assignments received and by the greater independence with which an incumbent is expected to operate.

SUPERVISION RECEIVED AND EXERCISED

Receives close to general supervision (depending upon assigned level) from the Senior Building Inspector.

EXAMPLES OF DUTIES

Typical duties may include, but are not limited to, the following:

- Inspect structural, plumbing, mechanical, and electrical installations in residential, commercial, and industrial construction for compliance with the appropriate codes, and other applicable regulations and approved plans and specifications.
- Inspect single and multi-family residential, commercial, and industrial buildings and installations during excavation to finished stages of construction, remodeling, and repair.
- Inspect excavations, foundations, concrete, framing, plastering, plumbing, mechanical, (HVAC), and electrical installations for conformance to codes.
- Check stud, joist, and rafter spacing and other structural member factors; examine grade quality and treatment of lumber, concrete, wire, and composition.
- Check installation of electrical panels, fixtures, outlets, controls, motors, and HVAC equipment; perform electrical surveys of buildings, equipment, and load and provide information pertinent to findings.
- Inspect swimming pools including structural and electrical installations.

- Check for setbacks and bonding required.
- Assist and advise the general public in matters relating to construction and code requirements.
- Investigate complaints and make inspections of existing buildings to determine if hazardous or illegal conditions exist relating to the structures and their use.
- Prepare written reports, issue notices to correct code violations, and issue "stop work" notices.
- Inspect work sites to ensure that contractors and workers have appropriate licenses and that the proper permits have been obtained for the work being performed.

QUALIFICATIONS

BUILDING INSPECTOR I

Knowledge of:

- Methods, practices, materials, and equipment associated with construction, remodeling, and repair.
- Safety standards in building construction and safe work practices.
- Possible defects and faults in construction.

Ability to:

- Learn the applicable local, state, and federal regulatory codes and standards.
- Understand and interpret plans and specifications.
- Promote and enforce safe work practices.
- Prepare reports and maintain records.
- Establish and maintain cooperative work relationships with builders, contractors, the general public and other employees.
- Follow oral and written instructions.
- Communicate clearly and concisely, orally and in writing.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: High School graduation or satisfactory equivalent.

Experience: Three years of experience in building construction, remodeling, and addition work, or one year as a combination building inspector, or completion of a certificate in construction technology from an accredited college.

NECESSARY SPECIAL REQUIREMENT:

Possession of or ability to obtain a valid Class "C" California Motor Vehicle Operator's License.

Certification as a Building Inspector from the International Code Council.

BUILDING INSPECTOR II

In addition to the qualifications for Building Inspector I:

Knowledge of:

- Building, electrical, and related codes and ordinances enforceable by the City including uniform building, mechanical, and plumbing codes; electrical code; zoning ordinances; and State and County Health codes.
- Proper inspection methods.

Ability to:

- Perform building inspection, enforce regulations, examine workmanship and materials, and detect deviations from plans, regulations, and standard construction practices.
- Read and interpret building plans, specifications, and building codes and advise on standard construction methods and requirements.
- Enforce codes with firmness, tact, and impartiality.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Current possession of Certification as a Building Inspector from the International Conference of Building Officials (ICBO).

Experience: One year of experience as a combination building inspector.

NECESSARY SPECIAL REQUIREMENT:

Possession of an Inspector's Certificate as a Building Inspector and as a Combination Dwelling Inspector from the International Conference of Building Officials.

Certification as a Building Inspector from the International Code Council.

MEDICAL CATEGORY: Group 2

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Building Inspector I

TO: Building Inspector II

TO: Senior Building Inspector